

Congresswoman Shelley Moore Capito

2nd District, West Virginia

U. S. House of Representatives
1431 Longworth House Office Building
Washington, D.C. 20515

Flag Requests

All members of Congress are allowed to request that an American flag be flown over the Capitol on behalf of their constituents. Flags flown over the Capitol can be purchased through Congresswoman Capito's Congressional office. If you would like to purchase a U. S. flag to be flown on your behalf over the Capitol, and you are a constituent of the Second Congressional District of West Virginia, Congresswoman Capito can help. Please print the form below, fill it out and mail it, **with a check for the appropriate amount**, to the **Washington office**. **Orders for flags to be flown over the Capitol normally require 4 to 6 weeks for processing.**

Flag Order Form

Size & Type of Flag Desired: (Please Check only one)

☐ 3x5' nylon (\$17.49)

☐ 3x5' cotton (\$18.29)

☐ 4x6' nylon (\$22.62)

☐ 5x8' nylon (\$29.75)

☐ 5x8' cotton (\$30.71)

The certificate accompanying this flag should state that it was flown (choose one):

For: _____

Anniversary of: _____

To Observe the: _____

Birthday of: _____

(Other): _____

If it is important for this flag to be flown on a particular day, write that date here: _____

If it is important for you to receive this flag by a certain date, write that date here: _____

Important Notes:

1. Checks for payment of all flag orders should be made out to:

“Capito Office Supply Service Account #WV0270”

2. The supply office occasionally runs out of some types of flags. If your choice is not available what should we do?

☐ Return your order to you.

☐ Hold it until your choice is available.

3. After you have completed this form, please mail it—together with your check for payment to Congresswoman Capito’s Washington office, 1431 Longworth House Office Building, Washington, D.C. 20515.

4. Please print clearly the name and complete address where the flag order should be mailed:

NAME(S) _____

ADDRESS _____

CITY/STATE/ZIP _____

5. Please include your home and business numbers in case there are any questions:

Home phone: (____) _____

Business phone: (____) _____

6. Additional Comments:

Please mail completed form, with check for appropriate amount, to:

Congresswoman Shelley Moore Capito
ATTN: Flag Request
1431 Longworth House Office Building
Washington, D. C. 20515